

UWSA Rules of Order
ver.1.0

1. Proposal Stage
 - a. In this stage, members may bring forward proposals/motions/resolutions and speak to their reasons for supporting the idea for 2 minutes.
2. Questions Phase
 - a. After the member speaks to their idea, the chair will recognise all other members by moving clockwise around the circle. These members will be allowed up to one minute to raise questions about the idea.
 - b. The chair will go around the circle twice. Each member may only speak once during these two rotations.
3. Response phase
 - a. The member defending the proposal has up to 5 minutes to address the questions raised by the membership.
4. Sharing phase
 - a. After the member defending the idea responds to the rest of the membership, the chair will recognise all other members by moving counterclockwise around the circle. These members will be allowed two minutes to speak to the idea. They may instead offer a suggestion for amending the proposal and give their justification in that allotted time.
 - i. If an amendment is proposed, the defending member may choose to accept it as friendly (not voted upon) or contest it (put it to a vote of 50% + 1)
 - ii. If an idea is amended, the chair will restart the rotation from the person who proposed the change so that all members have a chance to speak to the wording.
 - b. The chair will go around the circle twice, from the point of the most recent amendment. Each member may only speak once during these two rotations.
5. Voting stage
 - a. The member who originally proposed the motion may speak for two minutes about the final state of the proposal. They have this time to explain why they believe the membership should accept or decline the motion as it is written.
 - b. The motion is put to a vote. Majority rules.

The chair has the authority to alter or repeal the rules of order at any time, if they feel that they do not uphold the values of the UWSA or democratic participation.

The chair also has the right to remove members from the meeting, should they break the rules of order or violate the policies and bylaws of the UWSA

The chair will not entertain any form of harassment or aggression during the meeting.